

**DESOTO COUNTY BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**

**DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding**  
**(from 9 a.m. to 10:30 a.m.)**

**DISTRICT TWO SUPERVISOR MARK GARDNER, Presiding**  
**(after 10:30 a.m.)**

**May 03, 2021**

**A. CALL TO ORDER**

The May 03, 2021 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board Vice-President.

Sheriff Bill Rasco opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2 – came in late
Supervisor Ray Denison	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

**B. INVOCATION**

Mr. Cecil Sowell, Director of Field Development & Events for Fellowship of Christian Athletes, offered the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. APPROVAL OF APRIL MINUTES**

As required by MS Code of 1972, Section 19-3-27, option (b) the minutes of each day's proceedings shall be adopted and approved by the Board of Supervisors as the first order of business on the first day of the next monthly meeting of the board. Supervisor Lee asked if everyone had read over the April minutes.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the minutes of the Board of Supervisors for April, 2021, pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS**

Supervisor Lee asked if there was anyone who wished to add or delete items to the Agenda.

**1. Supervisor Lee Caldwell requested to add the following:**

- a. West Commerce & Sunset Farms (New, I.13.)

2. Board Attorney Tony Nowak requested to add the following:

a. Request to Work on O'Reilly Auto Parts – Fee in Lieu – (New, I.14)

b. Consideration for Executive: Property Acquisition – Star Landing Road – M. Miller (Executive, K.4.)

c. Consideration for Executive: Property Acquisition – Swinnea Rd. – D. Bailey (Executive, K.2.d.)
3. Sheriff Bill Rasco requested to delete the following:

a. Sheriff's Request for Additional Employees Update (Old, H.5.)
4. Sheriff Bill Rasco requested to add the following:

a. Permission to Donate Two Cars & Seven Body Armors to Lambert Police Department (New, I.4.c.)

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

F. CITIZEN REMARKS & PRESENTATIONS

Supervisor Lee asked if there was anyone present who wished to address the Board on a matter not on the Agenda. No one came forward.

G. CONSENT AGENDA

1. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded and paid to Meritain, Aetna, RxNGo and Humana during April:				
Funding Request	Date Paid	Amount	Claim Type	
4/1/2021		\$0.00	Meritain Medical Administrative Fees	*Second of Two Months Waived
4/1/2021	4/1/2021	\$1,690.35	Aetna Dental Admin Fees	
4/1/2021	4/1/2021	\$6,553.89	Aetna Vision Premiums	
4/1/2021	4/1/2021	\$3,243.53	RXnGo	
4/5/2021	4/6/2021	\$14,604.95	Humana Run-Out Medical Claims	
4/5/2021	4/6/2021	\$975.25	Humana Run-Out Dental Claims	
3/1/2021	4/7/2021	\$88,760.50	Meritain Stop Loss Charges for March	In the future, this will be combined with Admin Fees. This was not paid in March due to our billing was not established yet.
4/9/2021	4/12/2021	\$7,915.25	Aetna March Dental Claims	
4/1/2021	4/12/2021	\$88,581.68	Meritain Stop Loss Charges for April	In the future, this will be combined with Admin Fees. Decrease month-over-month, due to coverage adjustments.
4/12/2021	4/12/2021	\$11,653.71	Humana Run-Out Medical Claims	
4/12/2021	4/12/2021	\$225.60	Humana Run-Out Dental Claims	
4/15/2021	4/16/2021	\$1,914.58	RXnGo	
4/16/2021	4/16/2021	-\$1,959.68	Humana Credit for Feb. Admin Fees	
4/19/2021	4/20/2021	\$7,277.44	Humana Run-Out Medical Claims	
4/19/2021		\$0.00	Humana Run-Out Dental Claims	
4/22/2021	4/26/2021	\$86,446.42	Meritain Medical Claims	Claims since March 1, 2021. This was not paid in March due to our billing was not established yet.
4/22/2021	4/26/2021	\$51,819.07	Meritain Pharmacy Claims	
4/26/2021	4/27/2021	\$7,354.56	Humana Run-Out Medical Claims	
4/26/2021	4/27/2021	\$21.00	Humana Run-Out Dental Claims	
4/27/2021	4/27/2021	\$0.00	Humana Run-Out Pharmacy Claims	
4/27/2021	4/28/2021	\$19,910.27	Meritain Medical Claims	More back dated claims posted
4/27/2021	4/28/2021	\$184,565.21	Meritain Pharmacy Claims	
			Total Admin Fees and Stop Loss	\$185,586.42
			Total for RXnGo	\$5,158.11
			Total for Humana	\$40,152.83
			Total Meritain/Aetna Claims	\$350,656.22
			Total Cost	\$581,553.58

2. Office of Finance & Accounting

a. Budget Amendments – MS Code 19-11-19 - Animal Services, Sheriff Fees/Patrol & Law Enforcement, County Property/Liability Insurance, Finance, Sheriff’s Department, EMA Grants Fund, Road Management, State Aid/Ingram’s Mill Bridge, Road Projects/County Funds, GO Bond 2020 Project Funds

	Fund/Department #		001 / 445				
(1)	Animal Services						
		YEAR TO DATE	ADOPTED BUDGET				REVISED BUDGET
ACCT #	LINE ITEM			INCREASE	DECREASE		
	REVENUE						
001-000-370	Animal Shelter Donations		\$ 3,195.00	\$ 2,730	\$ 465		\$ 3,195
	EXPENSE						
001-445-588	Veterinarian Fees - Spay/Neuter		\$ 3,829.69	\$ 16,840	\$ 75		\$ 16,915
001-445-698	Canine Supplies - Food		\$ 6,194.93	\$ 21,415	\$ 390		\$ 21,805
	TOTALS			OVERALL INCREASE		\$465	
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.						
	Fund/Department #		001 / 200 & 202				
(2)	Sheriff Fees / Patrol and Law Enforcement						
		YEAR TO DATE	ADOPTED BUDGET				REVISED BUDGET
ACCT #	LINE ITEM			INCREASE	DECREASE		
	REVENUE						
001-000-215	Sheriff Fees		\$ 200,511.85	\$ 325,000	\$ 24,450		\$ 349,450
	EXPENSE						
001-200-475	Mileage & Other Travel Costs		\$ 9,366.29	\$ 13,650	\$ 4,650		\$ 18,300
001-202-587	Training & Registration		\$ 22,586.49	\$ 40,000	\$ 19,800		\$ 59,800
	TOTALS			OVERALL INCREASE		\$24,450	
Reason for Request:	Increase revenue and increase expense to account for reimbursement revenue received from various entities for training as well as extradition reimbursement that was not originally included in the budget.						
	Fund/Department #		001 / 106				
(3)	County Property / Liability Insurance						
		YEAR TO DATE EXPENSES	ADOPTED BUDGET				REVISED BUDGET
ACCT #	LINE ITEM			INCREASE	DECREASE		
001-106-581	Property/Auto Deductibles		\$ 3,999.98	\$ 2,000	\$ 2,000		\$ 4,000
001-106-599	Small Claims-Non-Insurance		\$ 14,399.18	\$ 118,000		\$ 2,000	\$ 116,000
	TOTALS			\$ 120,000	\$ 2,000	\$ 2,000	\$ 120,000
Reason for Request:	Allocated funds from overall insurance small claims line item to property/auto deductibles to cover deductible expense.						
	Fund/Department #		001 / 121				
(4)	Finance						
		YEAR TO DATE EXPENSES	ADOPTED BUDGET				REVISED BUDGET
ACCT #	LINE ITEM			INCREASE	DECREASE		
001-121-533	Rental of Other Equipment		\$ 1,801.50	\$ 3,385	\$ 218		\$ 3,603
001-121-587	Training & Registration		\$ 60.00	\$ 1,020		\$ 218	\$ 802
	TOTALS			\$ 4,405	\$ 218	\$ 218	\$ 4,405
Reason for Request:	To account for correct rental amount for the neopost postage machine in department.						
	Fund/Department #		001 / 200, 202, 220				
(5)	Sheriff Department						
		YEAR TO DATE EXPENSES	ADOPTED BUDGET				REVISED BUDGET
ACCT #	LINE ITEM			INCREASE	DECREASE		
	Sheriff Administration						
001-200-924	Computer Hardware & Software		\$ 22,488.68	\$ 36,241	\$ 1,000		\$ 37,241
001-200-919	Furn/Office Equip-Under \$5000		\$ 10,514.15	\$ 14,000	\$ 2,000		\$ 16,000
	Patrol/Law Enforcement						
001-202-690	Electronic Supply/Repair Parts		\$ 862.81	\$ 1,000	\$ 500		\$ 1,500
	Custody of Prisoners						
001-220-615	Other Professional Supplies		\$ 4,174.65	\$ 6,500		\$ 750	\$ 5,750
001-220-620	Classification Supplies		\$ -	\$ 2,500		\$ 750	\$ 1,750
001-220-921	Other Cap Outlay under \$5000		\$ 666.00	\$ 8,000		\$ 2,000	\$ 6,000
	TOTALS			\$ 68,241	\$ 3,500	\$ 3,500	\$ 68,241
Reason for Request:	Reallocate funds to line items where necessary.						

	Fund/Department #	044 / 280, 287				
(6)	EMA Grants Fund					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	Task Force Non-Salary Grant					
044-280-476	Meals and Lodging	\$ 142.50	\$ 4,000		\$ 3,500	\$ 500
044-280-546	Other Repairs & Maintenance	\$ -	\$ 5,000		\$ 2,000	\$ 3,000
044-280-587	Training & Registration	\$ 1,216.92	\$ 7,000	\$ 15,600		\$ 22,600
044-280-609	Training Materials	\$ -	\$ 5,000		\$ 3,000	\$ 2,000
044-280-617	Rescue Supplies	\$ -	\$ -	\$ 12,000		\$ 12,000
044-280-641	Building Supplies	\$ -		\$ 3,000		\$ 3,000
044-280-921	Other Cap Outlay Under \$5000	\$ -	\$ 1,500	\$ 17,400		\$ 18,900
044-280-922	Other Cap Outlay Over \$5000	\$ -	\$ 92,000		\$ 39,500	\$ 52,500
	Homeland Security Task Force Supplemental Grant					
044-287-502	Regular Telephone Service	\$ 357.31	\$ 700	\$ 50		\$ 750
044-287-503	Cellular Telephone Service	\$ 207.24	\$ 3,050		\$ 50	\$ 3,000
044-287-603	Office Supplies and Materials	\$ -	\$ 6,250		\$ 6,250	\$ -
044-287-924	Computer Hardware & Software	\$ -	\$ -	\$ 6,250		\$ 6,250
	TOTALS		\$ 124,500	\$ 54,300	\$ 54,300	\$ 124,500
Reason for Request:	Reallocate grant amounts to line items where needed per grant award.					
	Fund/Department #	156 / 300				
(7)	Road Management					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
156-300-503	Cellular Telephone Service	\$ 4,303.65	\$ 3,700	\$ 4,910		\$ 8,610
156-300-555	Engineering Fees	\$ -	\$ 25,000		\$ 4,910	\$ 20,090
	TOTALS		\$ 28,700	\$ 4,910	\$ 4,910	\$ 28,700
Reason for Request:	Reallocate funds to line item where necessary.					
	Fund/Department #	170 / 381				
(8)	State Aid - Ingrams Mill Bridge					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	REVENUE					
170-000-263	Reimb for State Aid Roads	\$ -	\$ 737,700	\$ 125,041		\$ 862,741
	EXPENSE					
170-381-555	Engineering Fees - Ingrams Mill Rd Bridge	\$ 94,434.32	\$ 76,122	\$ 125,041		\$ 201,163
	TOTALS			OVERALL INCREASE	\$125,041	
Reason for Request:	Increase revenue and increase expense to account for change in Ingrams Mill Road Bridge project due to State Aid requirements. This was approved in October 2020.					
	Fund/Department #	324 / 379				
(9)	Road Projects - County Funds					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	Swinnea Road Project					
324-379-912	Roads	\$ -	\$ 1,676,329		\$ 10,000	\$ 1,666,329
324-379-914	Property Easements / ROW	\$ 350.70	\$ 3,380	\$ 10,000		\$ 13,380
	TOTALS		\$ 1,679,709	\$ 10,000	\$ 10,000	\$ 1,679,709
Reason for Request:	Reallocate funds to line item where necessary to pay property easements and right of way invoices.					
	Fund/Department #	330 / 226, 352, 389, 390,395				
(10)	GO Bond 2020 Project Funds					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	Sheriffs ICAC Bldg Addition					
330-226-521	Legal Advertising	\$ 26.80	\$ 30	\$ 25		\$ 55
330-226-550	Legal Fees	\$ 315.00	\$ 350	\$ 20		\$ 370
330-226-564	Architect Fees	\$ 34,549.34	\$ 45,000		\$ 45	\$ 44,955
	Holly Springs Road Segment 2					
330-352-555	Engineering Fees	\$ 159,136.16	\$ 137,521	\$ 47,110		\$ 184,631
330-352-912	Roads	\$ -	\$ 3,137,274		\$ 47,110	\$ 3,090,164
	Nail Road - Hacks to Polk Ln					
330-389-555	Engineering Fees	\$ 262,371.00	\$ 318,554	\$ 64,589		\$ 383,143
330-389-912	Roads	\$ 1,729,043.21	\$ 2,991,846		\$ 64,589	\$ 2,927,257
	Craft Rd - Phase 2					
330-390-594	Other Contractual Services	\$ -	\$ 4,000	\$ 115,661		\$ 119,661
330-390-912	Roads	\$ -	\$ 4,696,000		\$ 115,661	\$ 4,580,339
	Polk Lane Extension					
330-395-555	Engineering Fees	\$ 63,794.38	\$ 63,797	\$ 1,465		\$ 65,262
330-395-912	Roads	\$ -	\$ 2,918,520		\$ 2,810	\$ 2,915,710
330-395-914	Property Easements/ROW	\$ 227.50	\$ 250	\$ 1,345		\$ 1,595
	TOTALS		\$ 14,313,142	\$ 230,215	\$ 230,215	\$ 14,313,142
Reason for Request:	Reallocate funds to line items where necessary to pay engineering invoices and property easements and right of way invoices as well as necessary invoices for the ICAC project.					

**b. Monthly Expenses for Tax Collector/Tax Assessor/Sheriff  
MS Code 27-1-9D/19-25-13**

**c. Senate Bill 3049 – Animal Shelter**

**d. Senate Bill 2002 – Holly Springs Road**

**e. SID Forfeitures**

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account and for the District Attorney’s Office to receive their 20% in the form of a check. Please approve the transfer of the funds and the clerk to write the check.

Case #	Date Seized	Rec #	Amount	Date of Forfeiture	District Attorney (20%)	Clerk/Publishing Fees
2020-107290	11/18/2020	40330	841.00	3/24/2021	\$ 168.20	\$ 161
2020-104625	11/11/2020	40451	933.00	3/24/2021	\$ 186.60	\$ 161
2020-102646	11/4/2020			3/24/2021	0	\$ 161
2020-115979	12/18/2020	40482	2726.00	3/24/2021	\$ 545.20	\$ 161
2020-115327	12/15/2020	40471	7920.00	3/24/2021	\$ 1,584.00	\$ 161
Check to	Dickinson Co Sheriff Dept					
2018-5942	2/3/18	35209	\$ 6,288.20	1/25/2021	\$ 0	\$ 0
		TOTAL	<b>\$ 12,420</b>		<b>\$ 2,484</b>	<b>\$805</b>

**3. Road Department**

- a. Road Bond Report**
- b. Monthly Road Report**

**4. Meal Log Affidavits (2) – MS Code 19-25-74**

**5. Contract Administration – Auto Renewal**

- a. Road Department – Neel Schaffer**
- b. Sheriff’s Department (Jail) - GreenServ**
- c. Animal Shelter – Interlocal with Cities of Hernando, Horn Lake, Olive Branch & Southaven Shelters**

**6. Enter Into the Formal Record and Make a Part of the Board Minutes**

- a. Agreed Order – Myfis Jr. Services**
- b. Agreement of DeSoto County & City of Southaven for Design & Construction of a Section of Swinnea Road**
- c. Agreement for Cooperative Ambulance Service with Olive Branch**
- d. Clifton, Larson, Allen (CLA) Financial Audit for Fy19/20 – Fully Executed**

**7. Constable’s Annual Report – Bobby Holloway**

**8. Constable’s Annual Report – Lawrence Vaughn, Jr.**

**9. Chancery Clerk Allowance**

Supervisor Medlin asked if the financial audit is the audit that was late. Mrs. Lynchard stated this is the Compliance audit, and they are late on the financial audit from 2019. Supervisor Medlin asked if this was the firm the State recommended. Mrs. Lynchard affirmed.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to approve the actions and matters presented in the Consent Agenda as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District

YES

**See Exhibit G.**

## **H. OLD BUSINESS**

### **1. Project Updates**

#### **a. Johnson Creek Greenway Final Acceptance – Signature Required**

Mr. Tracy Huffman of Waggoner Engineering stated this is the final acceptance document that must be completed one year after the project is completed. Supervisor Denison asked Mr. Laughter if he was satisfied with everything at Johnson Creek Greenway. Mr. Laughter stated anything that he had concerns about had been taken care of. Supervisor Denison asked if the farmer adjacent to the greenway had agreed to change the direction of his rows. Mr. Laughter said he did; but there is now an issue with another farmer that has cut a ditch so the County cannot get to part of the greenway to mow. He said he will be talking to him as the issue was just found last week.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to approve the Final Acceptance letter for Johnson Creek Greenway and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District

YES

Supervisor Mark Gardner, Second District

ABSENT

Supervisor Ray Denison, Third District

YES

Supervisor Lee Caldwell, Fourth District

YES

Supervisor Michael Lee, Fifth District

YES

**See Exhibit H.1.a.**

#### **b. Pleasant Hill & Getwell Intersection LPA 100 – Signature Required**

Mr. Huffman stated this project is an MPO funded, 100% federally funded project. He stated the total cost for the signal has to be submitted to MDOT and Federal Highways as a baseline for project funding. He stated the only item contracted is the PE cost of \$227,000 which is about 20% of the total \$1.9 million construction cost. Mr. Huffman stated it has taken nine months to get to this point.

Supervisor Medlin asked if a task order would be written. Mr. Huffman stated this is a separate contract in MDOT format which is already in place. He stated this form is advancing the effort.

Supervisor Lee stated he had a meeting with a developer and asked for a layout of the intersection. Mr. Huffman stated they can provide that and they will meet with them as well for support information. Mr. Simpson stated Waggoner has the developers proposed layout also.

Mrs. Lynchard stated LPA projects go through a lot of scrutiny and are more complicated; so there is a higher fee involved.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the MDOT Form LPA-100 as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District

YES

Supervisor Mark Gardner, Second District

ABSENT

Supervisor Ray Denison, Third District

YES

Supervisor Lee Caldwell, Fourth District

YES

Supervisor Michael Lee, Fifth District

YES

**See Exhibit H.1.b.**

### **c. Road Project Updates - Quarterly**

Mr. Huffman and Mr. Simpson showed some drone footage they took last week from Nail Road, Ingram's Mill Road Bridge, and Holly Springs Road. Mr. Simpson noted the new center beams have been put in place at the Ingram's Mill Road Bridge. Sheriff Rasco stated they got a call on Saturday that the painting on the Coldwater River Bridge on Holly Springs Road is a \$400,000 paint job and they have had some juveniles painting graffiti. He said the Sheriff's Department will be watching that closely. Mr. Simpson & Mr. Huffman thanked the Sheriff for being diligent about that. Supervisor Caldwell said it would be good to put on the website that painting a bridge is vandalism and violators will be prosecuted.

Mr. Huffman gave some highlights of the current road projects:

#### **LPA Projects:**

- Star Landing Road – Segment 2 – Railroad to Highway 51 (roughly)
  - Currently in ROW acquisition
  - Working out sewer relocation with City of Hernando
  - Working on utility relocation
- Commerce St Extension – Della to Jaybird
  - In land acquisition, reviewing title work, will be making offers
- Lewisburg Sidewalk
  - Just got utility relocation & submitted to MDOT, waiting for approval
  - Maybe 2-3 months to start and about 1 month construction
  - Worked out with schools & will not block driveways during drop off or pick up
  - Trying to get done before school starts back in fall
  - Budget is \$236,220 with legal, engineering and construction
- Pleasant Hill & Getwell Signal
  - Starting field survey

#### **State Aid, LSBP Projects:**

- Ingram's Mill Bridge
  - Replaced center beams
  - Delays with getting dirt in place with rain
  - Asked for revised schedule, not received yet
- Craft Road Box Culvert
  - Waiting for School Board and developer to finalize ROW
  - Probably will bump project to next summer as it will require road closure
- Getwell & Robertson Gin Overlay
  - Will be finishing and clear for construction to start next summer

#### **Task Order Projects:**

- Nail Road – Hacks Cross Road to Polk Lane
  - About 80% complete, hope to close out in a few months
- Swinnea Road – Star Landing to Bankston
  - In ROW acquisition
- Craft Road – South of Bethel to Harrier
  - In preconstruction, scheduled to start at the end of May
- Flood Study
  - Corps Of Engineers is working to get it ready for public comment
- Holly Springs Road – Segment 1
  - Painting bridge
  - Beams hung
  - Working with Federal Highways & MDOT to take out tie ins at each end of Segment 1 since the same contractor is doing Segment 2 – could save about \$800,000
  - Working to change contract slightly to move traffic over to new road while connecting, will require some road closures
- Nail Road Preliminary Alignment – Polk to Center Hill
  - Waiting for first section to be complete before beginning
  - Supervisor Medlin said he is working with Spencer family about donation of ROW

- Prepared to move forward
- Polk Lane
  - ROW acquisition
- US 51 at Kapik
  - Target construction date in 2022 to be complete in 2023
  - Hopefully no ROW costs
  - Deceleration and Acceleration lanes north to bridge
  - MDOT is looking at the bridge that is outside this project scope
- Amazon Transportation Improvements
  - Working on design on Progress Way
  - Majority of road is 3-lane with 5-lane at signal
- Getwell Road Widening
  - Just starting design

Supervisor Medlin asked that the next report have the distances noted on the maps.

Supervisor Denison asked if Getwell at Lester Road was already widened. Supervisor Lee stated that is in the City of Southaven. Supervisor Caldwell said the Transportation Committee just found out that Southaven is stopping at Star Landing Road with their improvements. Supervisor Lee said they will also have to talk with Hernando about improvements south of Pleasant Hill on Getwell.

Mr. Nowak noted that MDOT has to audit the process on state or federal funded projects and they came up last week and did not have a single comment with respect to the Holly Springs Road property acquisitions. He said that reflects well on Waggoner. Mr. Huffman stated it also reflects well on Smith Phillips.

Road Manager Robert Jarman stated they had a pre-construction meeting regarding Craft Road with the contractor and Sheriff. He stated they are sending out fliers to the Lewisburg schools for them to send out. He said the flier has a map, information about the project, and info on how people can make comments or express concerns on the website.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to make the quarterly project report a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.1.c.**

**2. Facilities Management**

Facilities Manager Shawn Houston gave a report on the following projects:

**a. Courthouse Update**

Mr. Houston stated Facilities has taken care of or is in the process of taking care of the following:

- South Entrance:
  - Doors will be sanded and sealed with a good polyurethane
  - Steps and above doors will be cleaned
  - Trimmed some bushes – still have more to work on
- Front:
  - Sprayed weeds on all sidewalks
  - Took down peeling light fixtures and painting them
  - Porch balcony rails painted
  - Will paint down spout collects

- Will install splash guards
- North Entrance:
  - Cleaned entryway
  - Will clean and paint steps
- Back:
  - Cleaning and fixing gutters
  - Painted handrails black to match all others
  - Will clean, paint and install security fence
- Inside:
  - Floors have been stripped and waxed by Edward
  - Will paint where paint is chipping
  - Cleaned janitor closets
  - Looking at flower bed outside Chancery Clerk’s office where it continues to leak. Will clean out some mulch and watch that.
  - Will take care of decorative molding over courtroom door
  - Will take care of floor molding at south hall transition

Supervisor Denison said he really wanted to replace the windows with zero maintenance windows. He said he did not want to have to go through Archives & History. Mrs. Lynchard stated there is no way around that. Mr. Houston stated there are 141 windows. Mr. Nowak stated any project over \$100,000 has to use an architect or engineer. Supervisor Lee suggested another committee meeting to see what the budget is and to ask a representative from Archives & History to attend. Supervisor Gardner said a lot of the issues have been taken care of by the Facilities Department.

Later in the meeting Mrs. Lynchard said she spoke with Mr. Mingo Tingle at Archives & History and he said, generally speaking, they do not like for windows to be replaced. He said they usually recommend putting storm windows on the inside so you don’t violate the character of the building. Mrs. Lynchard stated Mr. Tingle asked the County send a scope of work, submit some pictures, and they would respond. She said she thought the committee had enough information to talk with Schafer, Zahner, & Zahner and get a scope of work to include the windows.

Supervisor Denison stated the windows on the building now are old storm windows and they look terrible. He said new windows could look historical and be much more efficient. Mr. Jarman stated Mr. Tingle was good to work with when they replaced the doors. He said he felt it would be good to get him up here to look at the windows.

**See Exhibit H.2.a.**

**b. Veteran Services Office Update**

Mr. Houston stated he met with VSO Mike Reed and he needs to have two reserved parking spaces and a double-sided sign on the road. He stated he also needs to be able to control his own heat & air. Mr. Houston noted the only sign there now is on the building. He said he got quotes for a mini-split, wall-mounted heat & air unit for \$1,227 and a quote for concrete to make a handicap ramp and small island for \$1,500. Mr. Houston said the plan is to strip and wax the floors and send Edward bi-weekly to clean. He said Mr. Reed takes his own garbage out and he felt a bi-weekly cleaning would be sufficient.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the improvements as presented by Mr. Houston.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.2.b.**

**c. 3:30 p.m. – Justice Court Building Update – 4 Change Order for Signature**

Mr. Nick Kozlowski from UrbanARCH presented change orders as follows:

- French Drain
  - **Directive #005 - \$6,226.83**
  - Appears that the French Drain is not necessary at this point
  - Suggest tabling this item as they are making good progress and moving dirt well
- Moving Gate & Drain, Undercutting & Testing
  - **Directive #006 – PCO #003 - \$2,762.40**
  - Gate set in concrete has to be moved for parking expansion
  - Pipe under driveway collapsed
  - Concrete drain box north of gravel drive
  - Will not replace pipe, but let water flow over driveway & move gate
  - Directive #006 – PCO #004 - \$31,876.50
  - Big part is parking lot adjustment related to COE suggestions
  - Gained 20 more spaces by putting more parking on eastern side of lot
  - Includes construction, paving, and lighting
  - Total of 233 parking spaces
- Undercutting and Additional Dirt
  - **Directive #007 - \$24,277**
  - More bad dirt was found
  - Work required to undercut and replace bad soil at \$22 per cu yd
  - **Directive #008 - \$15,631**
  - Area in Southwest corner
  - Had to excavate another 4 feet below the 3 feet excavated on the previous change

Mrs. Lynchard asked Mr. Kozlowski where they were on contingency. Mr. Kozlowski stated if all change orders are approved they are at \$146,449.01 and the contingency was \$200,000. Mrs. Lynchard stated today's change orders total \$80,773.73.

Supervisor Gardner asked if they inspected the steel when it was delivered. Mr. Wes Hutcheson stated they inspect it when it is going up and it has to meet certain criteria.

Supervisor Medlin asked how many feet the Justice Court building was from the jail. Mr. Kozlowski stated it is 50 feet from face to face, but the fenced corridor is z-shaped so it is probably about 75 feet long. Mr. Kozlowski stated there is water standing on the site today. He said they pumped it Friday, but there was rain over the weekend and more expected.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve Change Order Directives 6, 7, & 8 and table Change Order Directive 5 finding the change is necessary due to unforeseen conditions, the work is necessary to complete the project contracted, the scope of work and costs are reasonable, and the change is not to circumvent bid laws.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.2.c.**

#### **d. Drug Court Update – Change Order for Signature**

Mrs. Lynchard stated this change order is asking for a few days' extension. Mr. Houston stated they are asking for 8 more days from their start date because they had to wait that long for permits from the City of Hernando.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the change order #001 for an extension of 8 days from R.A. Sharpe Construction.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
--	------------

Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.2.d.**

### **3. Environmental Services – Solid Waste – Spring Clean Up Update**

Environmental Services Director Ray Laughter stated the County had another very successful Spring Clean Up week. He said several teams were out, and Carla Jessick from the Keep DeSoto County Beautiful Committee sent a picture of a group in her neighborhood. He stated all the committee members were out with teams. Mr. Laughter commended Waste Pro and said they did a great job.

Supervisor Medlin asked if this was part of the contract with Waste Pro. Mr. Laughter stated 14 dumps are free and the County will be charged with 62 swaps. Mr. Laughter reminded the Board that Household Hazardous Waste Day is May 15<sup>th</sup> at the Landers Center.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to make the Spring Clean Up report a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.3.**

### **4. Building Code Committee Update**

Supervisor Denison stated everyone on the committee interpreted things differently; and they need a clear interpretation. Mrs. Lynchard stated the committee is continuing to work; but it is a slow process.

### **5. Sheriff's Request for Additional Employees Update**

This item was removed from the agenda by the Sheriff.

### **6. Adult Drug Court Request for Retirement Insurance**

Mrs. Lynchard stated she and Human Resources looked at this quite a bit. She stated Mrs. House found there were a few people that retired with more than 30 years and qualified for the bridge to 65 that the Board offers but chose not to take it. She said if the Board amended the policy it would open the door to six people. Mrs. Crockett stated the COBRA cost would be roughly \$783 for employee only and roughly \$1,014 for employee plus spouse for medical only.

Supervisor Gardner said he understood that Drug Court would be paying COBRA for Mr. Sheley. Mrs. Lynchard stated they are trying to get the AOC to increase his salary cap; and if they do, he won't retire. She stated he is only retiring because he makes less money working.

Supervisor Lee stated if the Board changes the policy, the County will have to pay for others insurance during the specific time period where Drug Court is paying for Mr. Sheley's. Supervisor Caldwell agreed and said she is fine with the COBRA option. Supervisor Gardner asked Mrs. Lynchard to let the court know that the Board is willing to help solve this problem, but they are reluctant to change the policy. No Board action was taken.

### **7. Salary Survey Update**

Mrs. Lynchard stated she contacted some County Administrators and got a handful of responses. Supervisor Gardner asked her to reach out to the five counties similar in size to DeSoto and see if they will respond.

**See Exhibit H.7.**

## **8. Energy Project**

Mr. Nowak stated he visited with MDA last week and they said they do not have a notice of intent in their files; and to proceed the County needs to send them the RFP for the energy project.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to send the required notice of intent and the RFP to MDA.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mr. Nowak also noted that MDA's technical advisor recommends engaging the services of an energy management consultant or engineer to give advice. He stated they sent a list of energy managers and most have charged MDA about \$100 per hour. He said MDA did not think the review would take very many hours.

Supervisor Caldwell asked Supervisor Denison if he thought they needed an auditor to analyze the contract. Mrs. Lynchard stated they did not have one on the last project and had to hire one later in the project. Mr. Nowak stated the method to determine savings is an engineering formula and it is very complicated.

Mrs. Lynchard stated she had a couple of concerns. She stated ABM talked about giving annual reports; but Mr. Nowak found that statute requires two reports per year. She also noted that the contract says the County has to carry builders risk insurance for the project. Mr. Byrd stated that will be stricken and ABM will carry the builders risk. Mrs. Lynchard stated the contract says ABM will provide energy savings for three years and after that the County has to pay ABM \$6,000 per report.

Supervisor Denison asked if the Facilities Department & IT Department could create a program that would keep a spreadsheet in order to generate the reports internally. He asked how long the County had to submit reports. Mrs. Lynchard said for the 15 year length of the project.

Supervisor Gardner asked Mr. Byrd if he had faced this with MDA before. Mr. Byrd stated they have always had oversight; but there have been changes in the legislation. He said two reports annually is fairly new. He stated they have not had any part of the engineering liaison. Mr. Nowak stated the MDA Director used to do an internal audit but no longer perform that task, and that might have something to do with why they recommend the audit.

Mr. Byrd stated ABM's guarantee is units of energy saved. He said they cannot control the price. Mrs. Lynchard stated the reality is that increases have been an average of 2.6% but there were some years without an increase and one year there was a 9% increase. Supervisor Denison stated the County will have to be sure everything is running well, filters changed, and periodic maintenance performed. He stated one thing breaking could change the usage numbers.

Supervisor Gardner asked if they hire the consultant as recommended by MDA, would they have to get that consultant's approval to make modifications. Mr. Nowak stated he did not think so; he thought they were going to look at the contract on the front end and make recommendations as to the terminology in the agreement. He said they would look at the scope of the project and contract to see if it fits.

Mr. Byrd stated this does not compare to the County's last contract as the calculations are there to cover everything. He said virtually all the savings are able to be premeasured before they make changes; and then they will do a post measurement. He stated that is the main proof of the savings. Mr. Byrd stated the contract will have formulas for other forms of measurements as

well. He said they will also do bill comparison on the four buildings that make up 80% of the energy savings on the contract.

Mrs. Lynchard stated the financing will come out of Facilities' budget. She stated Mr. Steve Pittman does not recommend doing any kind of bond; but recommends local financing if the County chooses to finance. She said Lindsey Ray agreed with that recommendation. Mrs. Freeze stated she spoke with Mr. Cartwright at MDA and they will only grant \$500,000 with a 50% return. She stated she reached out to Renasant Bank and they are going to get back with her on interest rates. Mrs. Lynchard said the County could use the lease option for 15 years as the guaranteed savings is on 15 years.

Supervisor Medlin asked the total cost of the project. Mrs. Lynchard stated it is approximately \$2,811,900. Mr. Byrd stated ABM recently had a \$2.5 million project at 2.03%. He stated the interest rates have been volatile and there have been some slight upticks.

Supervisor Caldwell asked the estimate of hiring a consultant. Mrs. Lynchard stated probably less than \$2,000. Supervisor Denison stated he thought that would not be money badly spent. Mr. Nowak stated the Board cannot approve the contract until they send the notice to MDA and that will allow time for quotes.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to authorize getting quotes for an Energy Management Consultant Engineer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Denison stated he wanted Facilities to verify the buildings where we need insulation and do that work in-house. He said that needs to be done. Supervisor Gardner asked if they talked about windows on the Courthouse. Mr. Byrd stated that was not in the scope of this project.

Later in the meeting Mrs. Freeze heard back from the bank on interest rates and they were as follows:

5 years 2.78%  
7 years 2.983%  
10 years 3.181%

**See Exhibit H.8.**

## **I. NEW BUSINESS**

### **1. Animal Shelter**

#### **a. Permission to Accept Restricted Donation**

Mrs. Mock stated they received a \$1,000 memorial donation. Supervisor Caldwell stated the Animal Shelter's donations come about because of relationships Mrs. Mock and Mr. Hardin have forged in the community. She stated the Board hears a lot of good things about what the shelter employees do. She also noted that Oxford had complimented the shelter operations and wanted to model them.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the \$1,000 donation as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

**See Exhibit I.1.a.****b. Dangerous Dog – Black Oak Drive**

Supervisor Denison stated Mr. Wolfe was getting out of his truck and heard someone shout “Blue”. He said Mr. Wolfe looked up and a pit bull was coming at him from across the street, knocked him down, bit him on the leg and hand and was very close to his face when the owner was able to pull him off. He said Mr. Wolfe has a carry permit and pulled his weapon to shoot the dog but did not because children were playing close by. He said the owners have not apologized and done nothing to show remorse. Supervisor Denison said the owners seem irresponsible and he did not think the dog should be returned to them.

Mrs. Mock stated they are still waiting for the lady who owns the dog to comply with a secure enclosure. She said they went out last week and there was not one as the lady did not think she needed it. Mrs. Mock said they told her she had to have it and the lady is in the process of getting a concrete pad and anchoring the pen to it. Mr. Hardin stated the dog is at the shelter with a padlocked door. He said the dog will seem friendly to lure you close and then he will jump at you. He said this is a 60-70 pound pit bull. Mrs. Mock stated the dog tries to come after them when they walk by his kennel. Mr. Hardin agreed and said the dog tries to come out of the hole where the food bowls go. He and Mrs. Mock stated this is as bad a dog as they have ever seen.

Mrs. Lynchard stated this case did not go to court because the lady did not protest that this is a dangerous dog. Mrs. Lynchard asked Mr. Nowak what the Board’s options were. Mr. Nowak stated there is a list of things the owner has to comply with before the County can give the dog back. Mrs. Lynchard asked since the owners had not complied could the County take it to court. Mr. Nowak stated he would probably have to petition the Court to decide.

Supervisor Caldwell asked if Mrs. Mock had given the owner a time limit to come into compliance. Mrs. Mock stated they extended the time limit to get the pen secure to Friday, April 30<sup>th</sup> as it was not done during the first time frame. She stated the other obstacle is if the owner reclaims the dog; they have to microchip and vaccinate it. She stated the owner cannot hold the dog. Mrs. Lynchard asked if, because of the vicious nature of the animal, if it would be possible to require a vet to come and do that. Mrs. Mock said she did not think most vets would come do it.

Supervisor Denison asked if the owners would have to pay all the charges accrued. Mrs. Mock affirmed. Supervisor Denison stated if the dog was returned he wanted the neighbor that was bitten to be notified ahead of time as he is very concerned. He said another neighbor thinks there is another dog at the house. Mrs. Mock stated they have not seen another dog.

Supervisor Lee said he wanted to see if they could take the owner to court because they have not fully complied within the time frame.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to look into this situation and try to take it to court.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**c. Discussion Regarding Dog Bite Report**

Supervisor Caldwell stated there is a constituent in the fourth district that wants to file a bite report for a bite that allegedly happened 8 to 9 months ago so he can take the owners to court. Mrs. Mock stated the man walks frequently and has been bitten several times and taken people to court several times. She stated he claims he was walking yesterday and a Great Dane came up behind him on the road, but there was no contact. She says he now wants to file a bite report

from a smaller dog in the same household as the Great Dane. The man says the smaller dog bit him but did not break the skin. She stated there was no report made 8 or 9 months ago; but the man requested to report it today. The Board agreed that was not a valid complaint based upon the facts as currently known.

## **2. EMA – Request to Accept Donation of Equipment from MEMA**

Chief Chris Olson stated that MEMA got some CARES Act money to help Emergency Management Agencies. He stated they are donating a MS WIN radio, laptop computer, and thermal scanner to DeSoto County. Supervisor Caldwell asked was there any kind of maintenance agreement that the County would have to take over in the future. Chief Olson said there is not.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to accept the donation of a radio, laptop computer and thermal scanner from MEMA.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.2.**

## **3. Environmental Services - Parks**

### **a. Cockrum Park – Extension of Fence for Safety & Replacement**

Mr. Laughter stated they had an old piece of fence that came from the jail at the Cockrum Park and it was starting to deteriorate. He stated Supervisor Lee asked for the whole front of the park to be fenced because it is right on the road. Mr. Laughter stated the new fence will go from the park sign to the property line. He stated it is a cedar rail fence with caps on the posts and it looks very nice. He said the total cost is \$6,049 from Minor Fence & Decks who had the low quote. He stated the other quote was from West Memphis Fence for \$11,280.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the purchase and installation of the cedar rail fence at \$6,049 from Minor Fence & Decks with the lowest and best qualified quote.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.3.a.**

## **4. Sheriff's Department – Donation of Vehicles**

Sheriff Rasco stated he got requests from Fairhaven Fire Department, Tchula Police Department and Lambert Police Department for cars and he wanted to donate some body armor to Lambert Police Department.

### **a. Two Cars to Fairhaven Fire Department**

Supervisor Caldwell stated the County cannot donate the cars to Fairhaven because they are not a fire district; so they have to purchase the cars at fair market value. Mr. Nowak stated the Board can give some credit for community value and that would make the cost a little less. Supervisor Caldwell asked if the Sheriff could hold a couple of cars for Fairhaven to see what they want to do. Sheriff Rasco said they have more cars.

b. Two Cars & Light bar to Tchula, MS Police Department

See motion and vote below.

c. Donate Two Cars & Seven Body Armors to Lambert, MS Police Department

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the donation of 2 cars and a light bar to Tchula Police Department; and 2 cars and 7 body armors to Lambert Police Department and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up inter-governmental agreements with both entities.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.4.c.

5. Office of Finance and Accounting

a. Preliminary Inventory Dispositions – Fleet, Road Department

Inventory Clerk Stephanie Hanks stated this is for some vehicles and a utility trailer. She stated the trailer was purchased with a Homeland Security grant; and they have gotten approval to dispose of it.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary inventory disposition from Fleet Management and the Road Department as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.a.

DEPT NAME				Fleet								DEPT #:		346	
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	YR A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL				
33784		2004 GMC C1500 PICKUP	2GTEC19T841264769	DAS-DECLARE AS SURPLUS	04	20K	CENT. MAINT								
39090		2008 CHEVY SILVERADO PU	3GCE13068G118074	DAS-DECLARE AS SURPLUS	07	23K	CENT. MAINT								
39092		2008 CHEVY SILVERADO PU	3CEC13078G118987	DAS-DECLARE AS SURPLUS	07	23K	CENT. MAINT								
36792	x	2006 FORD F350 PICKUP	1FTWW31P66EA04751	DAS-DECLARE AS SURPLUS	05	23K	CENT. MAINT								
					Inventory Clerk Information										
Kim Northcutt					04/01/21				Preliminary Present to BOS						
Kim Northcutt									5/3/2021						
Print Name									Final Present to BOS						
									Date Inventory Disposed in AS400						
Print Name															
									Date BOS Final Minutes Attached						
Inventory Clerk															

DEPT NAME				Road								DEPT #:		300	
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL				
12045		16' UTILITY TRAILER	4D9MS16566557522	DAS-DECLARE AS SUPLUS	75	2K	CENT. MAINT.								
							Inventory Clerk Information								
<div>Kim Northcutt</div> <div>Kim Northcutt</div> <div>Print Name</div> <div></div> <div>Print Name</div> <div></div> <div>Inventory Clerk</div>							04/01/21		Preliminary Present to BOS						
									5/3/2021						
									Final Present to BOS						
									Date Inventory Disposed in AS400						
									Date BOS Final Minutes Attached						

**b. Preliminary/Final Inventory Dispositions – Sheriff’s Department**

Mrs. Hanks stated these are the cars the Sheriff was requesting to donate. She stated they will add the body armor to the list, take off Fairhaven Fire Department, and send a corrected exhibit for the minutes.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary/final inventory dispositions from the Sheriff’s Department to Lambert Police Department for two cars and seven body armors, Tchula Police Department for two cars, and take off Fairhaven Fire Department until an agreement is reached.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.b.

This list was corrected to take off Fairhaven, add Lambert PD, and correct Lula to Tchula.

DEPT	SHERIFF'S DEPARTMENT				NRC = NON REPAIRABLE (COST)		K = THOUSANDS				DEPT	200
NAME:					NR = NON REPAIRABLE		H = HUNDREDS				LOC	
				DAS = DECLARE AS SURPLUS		D = DOLLARS						
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
40909		FORD 2008 CROWN VIC	2FAHP71V08X136729	Donation to Fairhaven Fire Dept.	2011	14K	DCSD-Shop	05/03/21				
42044		FORD 2009 CROWN VIC	2FAHP71V99X137542	Donation to Fairhaven Fire Dept.	2012	14K	DCSD-Shop	05/03/21				
43398		FORD 2010 CV	2FABP7BV5AX132394	Donation to Lula, MS Police Dept	2013	14K	DCSD-Shop	05/03/21				
38912		LIBERTY LIGHTBAR	LB101	Donation to Lula, MS Police Dept	2009	1K	DCSD-Shop	05/03/21				
43346		FORD 2010 CROWN VIC	2FABP7BV7AX122269	Donation to Lula, MS Police Dept	2013	14K	DCSD-Shop	05/03/21				
AUTHORIZATION TO DISPOSE							INVENTORY CLERK INFORMATION		NOTES			
<div>SIGNED BY: Juan Martinez</div> <div>DATE:</div> <div>PRINT NAME: Roger Hutchins/ Juan Martinez</div> <div>DISPOSED BY:</div> <div>DATE:</div> <div>PRINT NAME:</div> <div>INV CLERK:</div> <div>DATE:</div>							PRELIMINARY PRESENT TO BOS		<div>Sent the cars/parts on prelim to Accounting but never went to the board and I just noticed on the minutes.</div> <div>Page 1 of 1</div>			
							May 3, 2021					
							FINAL PRESENT TO BOS					
							DATE INVENTORY DISPOSED IN AS400					
							DATE BOS FINAL MINS ATTACHED					

New Spreadsheet:

FISCAL YEAR: 2021

PRELIMINARY/FINAL

INVENTORY DISPOSITION

1 OF 1

DEPT NAME: SHERIFF'S DEPARTMENT

NRC = NON REPAIRABLE (COST) K = THOUSANDS  
NR = NON REPAIRABLE H = HUNDREDS  
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT LOC: 200

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y	M	D	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL			
40909	FORD 2008 CROWN VIC	2FAHP71V08X136729	Donation to Lambert PD	2011	14k		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
42044	FORD 2009 CROWN VIC	2FAHP71V99X137542	Donation to Lambert PD	2012	14k		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
45145	PACA ELITE VEST	15000295887	Donation Lambert pd	2015	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
45708	EXTREME ABA BODY ARMOR		Donation Lambert pd	2016	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
45711	EXTREME ABA BODY ARMOR		Donation Lambert pd	2016	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
46535	PHOENIX BODY ARMOR	1611214947	Donation Lambert pd	2017	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
46977	PHOENIX BODY ARMOR	1706284624	Donation Lambert pd	2017	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
46985	PHOENIX BODY ARMOR	1708288865	Donation Lambert pd	2018	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
47918	PHOENIX BODY ARMOR	1802210491	Donation Lambert pd.	2018	500		DCSD-Shop	05/03/21	C.J. SHEPHERD	LAMBERT	05/03/21			
43398	FORD 2010 CV	2FABP7BV5AX132394	Donation to Tchula, MS PD	2013	14k		DCSD-Shop	05/03/21	C.J. SHEPHERD	TCHULA	05/03/21			
38912	LIBERTY LIGHTBAR	LB101	Donation to Tchula, MS PD	2009	1k		DCSD-Shop	05/03/21	C.J. SHEPHERD	TCHULA	05/03/21			
43346	FORD 2010 CROWN VIC	2FABP7BV7AX122269	Donation to Tchula, MS PD	2013	14k		DCSD-Shop	05/03/21	C.J. SHEPHERD	TCHULA	05/03/21			
AUTHORIZATION TO DISPOSE							INVENTORY CLERK INFORMATION		NOTES					
SIGNED BY: Juan Martinez			DATE: 04/27/21				PRELIMINARY PRESENT TO BOS		Revised form - adding vests that were added and approved during Board Meeting.					
PRINT NAME: Roger Hutchins/ Juan Martinez							May 3, 2021							
							FINAL PRESENT TO BOS							
							May 3, 2021							
							DATE INVENTORY DISPOSED IN ASHQ							
DISPOSED BY: Luke Shepherd														
PRINT NAME: Luke Shepherd														
INV CLERK: Karley Bryant							DATE BOS/FINAL MINIS ATTACHED		Page 1 of 1					

c. Request to Approve Tax Distribution for Fire Departments

Mrs. Freeze stated this is the first distribution of the tax collection year 2020 to the fire departments. She stated the amounts are based on the 2020 population and that will change after the annexation is final.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the tax distributions for fire departments as presented and authorize the clerk to write the checks.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District

Supervisor Mark Gardner, Second District

Supervisor Ray Denison, Third District

Supervisor Lee Caldwell, Fourth District

Supervisor Michael Lee, Fifth District

YES

YES

YES

YES

YES

See Exhibit I.5.c.

d. Request to Accept Compliance Audit

Mrs. Freeze requested the Board accept the compliance audit that the State completed and make it a part of the Board minutes. She stated it was a very clean compliance report.

Supervisor Caldwell commended Mrs. Lynchard, Mrs. Freeze and her team for their diligence that resulted in a clean compliance report. Mrs. Lynchard stated much credit also goes to the Board for their oversight.

Supervisor Medlin asked the cost of the audit. Mrs. Freeze stated this year the County paid about \$70,000 to CLA and \$12,000 to the State.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the compliance audit as presented and make it a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District

Supervisor Mark Gardner, Second District

YES

YES

Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.5.d.**

**e. Claims Docket – MS Code 19-13-31**

Chief Financial Officer Andrea Freeze presented a page-by-page declaration of the Claims Docket. Deputy Finance Officer Stephanie Hanks brought invoice documentation to address any questions.

**Supervisor Jessie Medlin had no questions.**  
**Supervisor Mark Gardner had no questions.**

**Supervisor Ray Denison asked about the following claims:**

Page 12 – Memphis Sewer – Mr. Nowak stated the County is named as a party since they were a co-signatory from the agreements in the 1970’s. Supervisor Gardner said they talked about it a little at COG and if Southaven and Horn Lake do not win the case; this will probably be a DCRUA issue with a possible cost of \$100 million. He stated this could impact a lot of citizens of the county that are served by the system.

Page 16 – Mag Light – Mr. Houston stated that was for submersible lights for the fountain and they should last for several years.

Page 59 – Tilting skillet, \$14,000 – Sheriff Rasco stated they had to replace a piece of kitchen equipment at the jail.

Page 62 – Bliss Products – Mr. Laughter stated that is playground equipment for Ingram’s Mill.

**Supervisor Lee Caldwell had no questions.**

**Supervisor Michael Lee asked about the following claims:**

Page 1 – April Box – Mrs. Hanks stated this was a refund on the supplemental insurance Ms. Box paid before her departure in 2019.

Page 33 – J. Edwards – Sheriff Rasco stated that was for training for all his command staff.

Page 64 – Myfis Jr. – Mr. Nowak stated that was a lawsuit to pay an invoice by Judge’s order.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the claims docket and to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.5.e.**

**6. Grant Administration**

**a. Request Approval to Apply – MS Board of Animal Health – I Care for Animals Car Tag Program – Signature Required**

Grant Administrator Sheila Garrett stated this is a \$3,000 grant for spay and neutering with no match from the County. She requested the Board President sign the application.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize applying for the I Care for Animals Car Tag Grant as presented and authorize the Board President to sign the necessary forms.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.6.a**

**b. Request Approval to Accept – Petco Foundation – Data Saves Lives Software**

Mrs. Garrett stated the amount of the grant is \$10,000. Supervisor Caldwell asked if there was a match. Mrs. Garrett stated there is not; but there is a \$340 annual fee.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize accepting the Petco Foundation Data Saves Lives Software and authorize the \$340 annual fee.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.6.b.**

**7. Contract Administration**

**a. Circuit Clerk – ES&S – Electronic Poll Books – Price Increase**

Director of Procurement & Administrative Services Angie Irving stated the price went from \$109.15 to \$114.61 for each poll book.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with ES&S for electronic poll books with the price increase as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.7.a.**

**b. IT – ESRI – GIS Software Maintenance – Price Increase – Signature Required**

Mrs. Irving stated the maintenance agreement went from \$12,403 to \$13,711.29. IT Director John Mitchell stated the cost went up due to an agreement with DCRUA and Waggoner Engineering. He stated they are supposed to reimburse some of the cost.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the maintenance agreement with the price increase as presented and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.b.

**c. IT – GIS, Inc. – Price Increase – Signature Required**

Mr. Mitchell stated this contract is for services and only used if needed for website support. He stated the costs only occur when the services are needed.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract with GIS, Inc. as presented and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.c.

**d. Facilities – Cummins Mid-South – Price Increase – Signature Required**

Mr. Houston stated Cummins maintains the generators in the County. He stated he was not aware of a price increase. Mrs. Irving stated the price went from \$15,778 to \$16,521.95.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with Cummins Mid-South as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.d.

**e. Justice Court – Cummins Allison – Price Increase – Signature Required**

Mrs. Irving stated there was a price increase of \$10 for preventative maintenance inspections.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to approve the contract with Cummins Allison as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.e.

**f. Tax Collector, Finance, Human Resources, District Attorney – Stericycle/Shred It – Price Increase – Signature Required**

Mr. Nowak stated there were a lot of changes to this contract, and it might be better to get Stericycle to make the changes and resend the contract. No action was taken.

**8. Transportation Committee**

**a. Engineering Contract**

Mrs. Lynchard stated that in a Transportation Committee meeting Mr. Young thought some percentages were a bit high; so the committee asked him to go back and do a percentage on all the current projects with an analysis. Mrs. Lynchard stated she has a comparison of the general services contract and noted that two show rates from 2017. She noted the job titles were not always the same, but the chart shows similarities. She stated Mr. Huffman will give input on the engineering analysis.

#### Swinnea Road –

- Engineering started, not bid out yet
- 2017 project estimate \$4,387,000 – 2021 project estimate \$4,184,462
- Task order 2 – prelim engineering, construction engineering, inspection services
- Task order costs based on 15% of project costs
- Paying for design as it comes
- 15% of estimate regardless of bid price

#### Craft Road –

- Phase 2 just bid out
- Estimate is given on project that is pretty conceptual
- Estimate for construction – not right of way, utility relocation
- Estimate for design & CE&I \$656,243
- Bid \$2,752,169
- Task order was a true number, 2.5 years later it was a high estimate
- This one is 23%

#### Holly Springs Road – Segment 1

- Estimate done years before Federal money
- Task order 12 was 10% of final construction cost, approved August 2019
- Bid came in high, adjustment right off the bat, now about \$19.7 million
- Trying to get MDOT to decrease the project by taking off tie-ins
- This one will be 10% of final number

#### Holly Springs Road – Segment 2

- Estimate changed because of Segment 1 - \$16 million
- Task Order was 10% so \$1.6 million
- Came in at \$12 million, possible adjustment would go down to 10% of that
- Design was based on BUILD grant
- Mrs. Lynchard said they gained on segment 1 and lost on segment 2. She also noted they dealt with the wetlands and all the issues that came with this project. Going forward need to think about the fact there are certain expectations and realities with federal and with local. She said they might need to handle this differently.

#### Nail Road – Hacks to Polk Lane

- Construction and contingency total \$6,798,840
- Would have been 15%
- Local project came with some challenges
- Redid the engineering three times in order to get donated right of way
- When bid out the bid was \$4.4 million
- Task Order #1 – August 2018 – preliminary and engineering
- 15% originally, ended up at 23% as estimate and bid came in lower

#### Polk Lane –

- Not bid out yet, estimate is \$1.9 million
- Task order is lump sum, preliminary engineering design
- From now on will be split 7.5% for design, 7.5% on construction true cost, final bid award
- Engineering during the project to try and save money

Supervisor Denison asked in a situation such as the one recently where beams had to be removed and replaced; how that extra expense figured in. Mr. Huffman stated that is ultimately the engineer's job. He said that situation created a two-week intense work period and some people that normally would not be engaged were used. He stated it created more effort; but that is part

of it. Supervisor Denison said he felt like there should be some balance for the amount of work done.

Supervisor Denison asked how it was determined what has task orders and what does not. Mr. Huffman stated there is a task order for everything unless it is a State Aid Project, or a separate contract for an LPA project. He said there is a document number for everything. Mrs. Lynchard stated sometimes the docket will not give the entire description as there can only be a certain number of characters in the description. Mrs. Lynchard stated there are some outliers in that State Aid is a straight 12%; but those are normally small projects. She said LPA projects are determined by MDOT and they look at the complexity. Those project could be around 20%, but that is determined by the state.

#### ACTIVE ENGINEERING PROJECTS:

Mrs. Lynchard stated the Transportation Committee wants to determine the right thing to do going forward. She stated in Mr. Young's list; the low bid average is 15.12%; on higher dollar projects the percentage was lower; lower dollar projects were higher. She stated the committee is looking at bringing a recommendation of 7.5% and 7.5% like they did on Polk Lane.

Mr. Huffman stated they used to use an MDOT estimator; and did that on Craft road and found it over estimated dirt and concrete; so they decided not to use that. He stated they had to come up with a rough idea of cost estimates and quantities. He stated Mr. Simpson is a master at figuring quantities. Mr. Huffman stated they simply have to make an educated assessment of projected market conditions and construction impacts and develop an estimate. He stated Waggoner will get 7.5% of the estimate and then will come back and get 7.5% of the construction award. He said they also send estimates to the Road Department for them to look at; and then they discuss and come to an agreement. Mr. Huffman stated one of the hardest things that they do is telling the Board how much a project will cost in three years. He said that is why they want the construction element to be separate from the design element.

Supervisor Gardner asked why Waggoner was higher on some fees. Mr. Huffman stated they put a lot of training into their project engineers, expect more from them, and they interact more with clients.

Supervisor Caldwell stated you can count of Waggoner Engineering; and if something is wrong, they come back and correct it. She stated that the County has had to pay more because engineering was wrong on two big projects; and they have not seen that with Waggoner. Supervisor Caldwell said this is a lot of information and the Transportation Committee wanted to put it before the Board and let them look at it and absorb it. She suggested tabling this for the Board to study the information they have been given.

Supervisor Denison said he wanted this to be a win/win for both parties. Mr. Huffman agreed and said he wants everyone to agree on the costs and what to base it on. He said there are pros and cons to all the ways. Mrs. Lynchard stated the Board has to have an engineer they have confidence in. She said she thinks everyone can agree that Waggoner will try to get a good project in.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to table this matter.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.8.a.**

#### **b. Reminder of Safety Improvements**

Supervisor Caldwell reminded the Board that the Transportation Committee asked each Board member to come up with two safety improvements they would like to see in their district. She asked them to get a list to the committee.

9. Bids Under Advisement – Bid Tab – ICAC

Mrs. Lynchard stated this project started at \$621,000; then went up to \$700,000. She stated the low bid the first time was \$887,000; and after some revisions and a rebid, the low bid is \$816,392. She noted the HVAC alternate is the added cost of Facilities being able to control the temperature from Mr. Houston’s computer. She stated the low base bid is \$799,100. Mrs. Lynchard stated the architect, Justin Zahner, said there is no reason for the project to come in at this price. She stated the committee is recommending postponing the project for 3 months to see what the market is doing. She also noted that the Sheriff is about ready to sell the helicopter and that it might bring more than they were hoping. Sheriff Rasco stated they will probably have it sold in about a month and they hope to get \$300,000 to \$325,000 for it. He also noted that he took off the agenda today’s discussion about hiring five new officers because this building is the most important thing for the Sheriff’s Department.

Mrs. Lynchard said the committee asked Mr. Zahner how this would affect his fees and he said not at all as long as the design does not change. Supervisor Denison stated Mr. Zahner will be watching the market and will recommend the time to rebid.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to reject all bids on the Sheriff’s ICAC addition, and rebid at a later date to be determined.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.9.

Re-Bid Desoto County Sheriff’s Department Addition								Page 1 of 1
Desoto County Board of Supervisors								
Project Number: 2026								April 20th, 2021 at 2:00 PM
General Contractor	Contact Info	Addendum No. 1	Addendum No. 2	Bid Bond	Cert. of Respon.	Base Bid	Alternate #1 HVAC Controls	Total Bid
Murphy & Sons, Inc. 9148 Corporate Drive P.O. Box 492 Southaven, MS 38671	Phone: 662-393-3130 Fax: 662-393-8111	3/30/2021	4/15/2021	Berkley Insurance Company	06062-MC	\$799,100.00	\$17,292.00	\$816,392.00
C & M Builders, Inc 9148 Corporate Drive P.O. Box 490 Southaven, MS 38671	Phone: 662-342-7182 Fax: 662-342-5332	3/30/2021	4/15/2021	Berkley Insurance Company	10549-MC	\$799,900.00	\$20,000.00	\$819,900.00
Barnes & Brower, Inc 3787 Old Getwell Road Memphis, TN 38118	Phone: 901-794-3481 Fax: 901-794-3482	3/30/2021	4/15/2021	Western Surety Company	14465-MC	\$823,280.00	\$20,795.00	\$844,075.00
Smith-Doyle Contractors, Inc. 1635 Wynne Road Cordova, TN 38016	Phone: 901-213-3993 Fax: 901-213-3994	3/30/2021	4/15/2021	Travelers Casualty and Surety	07026-MC	\$948,650.00	\$19,937.00	\$968,587.00
Fulwood Construction Company LLC 6229 Highway 305 N Suite O Olive Branch, MS 38654	Phone: 662-890-8904 Fax: 662-890-8949	3/30/2021	4/15/2021	Travelers Casualty and Surety	18145-MC	\$948,842.00	\$18,253.00	\$967,095.00



10. Request to Purchase FY22 Ammunition for Sheriff’s Department

Sheriff Rasco stated the State Contract pricing for ammunition will go up almost 18% the first of June. He said if the Sheriff’s Department can buy their FY22 ammunition now it will cost

\$90,000; but if they wait it will cost about \$106,000. He requested the Board approve the purchase. Mrs. Lynchard stated they can do a budget amendment from Ending Cash and put it back from the upcoming budget. Supervisor Caldwell said it also takes a long time to get a large amount of ammunition.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the purchase of ammunition in the amount up to \$90,000 as requested by the Sheriff and approve the budget amendment from ending cash to be put back in the FY22 budget.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.10.

Item Number	Description	Type	Number of Cases	Price Per Case	Total Cost	# of rounds	
FEDP9HST2	P9HST2 9mm 147gr HST HP	9mm duty	12	\$289.00	\$3,468.00	12000	
FEDAE9FP	AE9FP 9mm 147gr FMJ	9mm training	292	\$189.00	\$55,188.00	292000	
FEDXM193BK	5.56 55gr FMJ (loose case)	5.56 training	50	\$350.00	\$17,500.00	50000	
LE223T3	.223 62gr Bonded SP	.223 duty	50	\$169.00	\$8,450.00	10000	
HOR81505	6.5 Creedmoor 147gr ELD Match	6.5 Creedmoor	25	\$215.00	\$5,375.00	5000	
					<u>\$89,981.00</u>		
After June price increase							
FEDP9HST2	P9HST2 9mm 147gr HST HP	9mm duty	12	\$335.00	\$4,020.00	12000	
FEDAE9FP	AE9FP 9mm 147gr FMJ	9mm training	292	\$219.00	\$63,948.00	292000	
FEDXM193BK	5.56 55gr FMJ (loose case)	5.56 training	50	\$438.00	\$21,900.00	50000	
LE223T3	.223 62gr Bonded SP	.223 duty	50	\$205.00	\$10,250.00	10000	
HOR81505	6.5 Creedmoor 147gr ELD Match	6.5 Creedmoor	25	\$236.00	\$5,900.00	5000	
					<u>\$106,018.00</u>		
	Dollar value increase from May 31 to June 1:				\$16,037.00		
	Percentage increase from May 31 to June 1:				17.82%		

11. Road Department

a. Woodland Lakes – Authorize Board Attorney to Review

Mr. Jarman stated that someone contacted Supervisor Caldwell and stated he has no access to his property. Mr. Jarman stated the road is Maple Cove and right of way was dedicated to the County when the subdivision was platted; but the road is not listed on the road register and was not accepted by the County.

Supervisor Caldwell stated Mr. Barger thought when he bought the property that the County would come and put in a road. She said the Board attorney said the Board would have to adopt it onto the road register.

Supervisor Gardner asked why the County would go to the expense of building a road for one person. Supervisor Caldwell said he thought by looking at the plat that there was a road. Mr. Jarman stated there are actually three landowners that don’t have access to their properties at this area. He said this problem is all over Woodland Lakes. Mr. Nowak stated there is a proposed right of way; and the County would have to accept it and put it on the road register or it could determine that there is no public need to build out the road and let the property remain with the owner.

Supervisor Denison asked if the three landowners could get together to put in a gravel road. Mr. Jarman stated the topography would make it very difficult. Supervisor Caldwell said the subdivision was laid out years ago and the roads were not built and taken in. She said the Board will have to find out their responsibility.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on finding the legalities of building Maple Cove.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.11.a.**

**b. Request to Approve Letter to City of Hernando Regarding Madison Lakes Road Improvements**

Mr. Jarman stated when Madison Lakes was originally approved the approval required them to put a lane and a half on Byhalia Road. He said this would match what the County requires other developers to do. Mr. Jarman stated he would like to send a letter to the City so they have it to go by when they do their final subdivision approvals.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the letter to the City of Hernando regarding Madison Lakes' road improvements as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.11.b.**

**c. School Bus Turnaround – 39 Lowry Lane**

Mr. Jarman stated this will require very little gravel and will cost \$688. He stated the bus is turning around and tearing up someone's driveway. He stated the bus picks up a special needs child.

Supervisor Ray Denison made the motion and Supervisor Mark Gardner seconded the motion to authorize the school bus turnaround repairs at 39 Lowry Lane as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.11.c.**

**d. Discussion on Possible Repair of Industrial Drive**

Mr. Jarman stated the road to the Justice Court building site and the jail is being torn up. He stated the road had issues when the 2<sup>nd</sup> part of the jail was built. Mr. Jarman proposed to dig out the road in the broken part, put in 4-inch rock, cover with #610 and put on a coating. He stated they will have to maintain it; but for now the trucks are going to keep tearing it up. He stated he felt it best to patch the spot for now.

Supervisor Denison asked if the metal plates would suffice. Mr. Jarman stated the road is being damaged at the edge of the plates, so the damage is growing. Mr. Kozlowski stated they still have steel, concrete blocks, cement and other heavy materials to be delivered.

Supervisor Gardner asked if there was an alternate entrance. Mr. Houston said there is not. Mr. Jarman stated they would like to ask the City for permission for the County to do a temporary

fix; and when construction is done to go back in and overlay the street. He said that would be cheaper and better than paying a contractor for the City.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an agreement with the City of Hernando to authorize the County Road Department to do the temporary repairs now; and when the building is finished, to fix the street permanently.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## **12. Census Report of Apportionment for US House of Representatives**

Mrs. Lynchard stated the reports are out for apportionment for congressional districting and Mississippi kept the same number of Senators & Representatives. She noted they are looking at the potential for redistricting and possibly bringing DeSoto County into the Delta District; and she will be following that.

**See Exhibit I.12.**

## **13. West Commerce & Sunset Farms**

Supervisor Caldwell stated in Eventide Cove there is an issue with five property owners with flooding issues and dumping water on each other. She stated some property owners have been putting things in the floodway and each property owner has built a berm, pond, or something else. Supervisor Caldwell said she has talked to MEMA and she thinks the Board Attorney needs to have a talk with their attorney to see what the County's responsibility is and how to help these homeowners.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to contact MEMA's attorney and ask Neel Schaffer to come and look at the area.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## **14. Request Authority to Work on O'Reilly Auto Parts Fee in Lieu**

Mr. Nowak stated the Board previously entered into an MOU with O'Reilly to grant a tax exemption and to grant a Fee in Lieu if they met the threshold. He stated they have now met that threshold and he requested authority to work on the Fee in Lieu.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the Board Attorney to work on the Fee in Lieu with O'Reilly Auto Parts.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

## 15. Request from Coroner to Appoint Deputy Coroner

Mrs. Lynchard stated she received a request for Josh Pounders to appoint Tyler Sinuefield as Deputy Coroner.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to appoint Tyler Sinuefield as a Deputy Coroner as requested by Coroner Josh Pounders.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit I.15.**

## 16. Council of Governments Report

Supervisor Gardner stated the main thing discussed was the congressional staff visit which will be a Zoom call on May 12<sup>th</sup> with the physical visit on August 19<sup>th</sup> and 20<sup>th</sup>. He stated the topics will be transportation, Corps of Engineers flood study, National Guard Armory funding, and work force shortage.

Supervisor Gardner said another long discussion was led by a realtor who talked about the number of houses being bought by hedge funds and turned into rental houses. He stated an HOA covenant can stop that and some HOAs are going back and setting those restrictions going forward; but it will not affect the houses that are currently rentals. He stated everyone was concerned that a lot of nice neighborhoods are turning into rentals. Supervisor Gardner also noted that the hedge funds are paying over appraisal values for homes and driving up the rental prices.

Supervisor Caldwell said Mayor Musselwhite has been looking at this for years. She said the hedge funds used to just buy little homes; but now they are getting larger, bigger homes and getting them in big blocks. She said if there is not an HOA in place that prohibits this, then the rental owners will have majority votes in the HOA.

Supervisor Denison stated the last development in Walls that was approved has restrictions due to Bob Barber doing some research. He also said he thought Code Enforcement and the HOA should be able to enforce the upkeep of the rental properties.

Mrs. Heffner stated her office is seeing about 10 to 15 per week. She said she talked to someone who did research and found that DeSoto County's cost of living is very low. She said this person works for a company who has 700-800 rentals in the area based on that research.

**See Exhibit I.16.**

## 17. Legal Sale of Marijuana

Supervisor Caldwell asked if anyone had received information regarding the legal sale of marijuana. She said several aldermen have gotten something saying what it will look like in their city. Mr. Nowak stated the only thing he has seen is regarding testing.

## 18. Streets Inside Apartment Complexes

Supervisor Denison asked if the County was responsible for streets inside apartment complexes. Supervisor Medlin said he would think that would be private. Mr. Jarman stated the trailer parks are private. Supervisor Denison asked about Code Enforcement in the complex. Chief Olson stated EMA does the Fire Code enforcement.

## 19. CARES Act Money

Supervisor Gardner asked if there have been any guidelines on CARES Act money. Mrs. Lynchard said they have not seen any. Supervisor Caldwell said they are watching for it.

**J. PLANNING**

There were no items for Planning.

**K. EXECUTIVE**

The executive session portion of these minutes is recorded under the portion of the minutes called “Executive Session”.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Monday, May 17, 2021 at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 7th day of June, 2021, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Mark Gardner, President  
DeSoto County Board of Supervisors